

# Texas Education Agency Standard Application System (SAS)

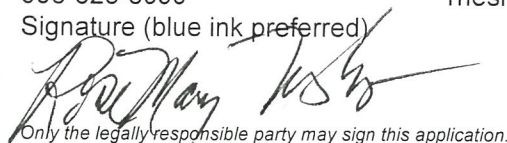
<b>2018–2019 Technology Lending</b>				
<b>Program authority:</b>	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 <sup>th</sup> Texas Legislature; Texas Education Code Section 32.301			<b>FOR TEA USE ONLY</b> Write NOGA ID here:
<b>Grant Period:</b>	May 1, 2018, to August 31, 2019			
<b>Application deadline:</b>	5:00 p.m. Central Time, February 6, 2018			Place date stamp here.  <div style="writing-mode: vertical-rl; transform: rotate(180deg);">             RECEIVED              TEXAS EDUCATION AGENCY              2018 FEB - 6 PM 12: 05              DOCUMENT CONTROL CENTER              GRANTS ADMINISTRATION           </div>
<b>Submittal information:</b>	Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address:  Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494			
<b>Contact information:</b>	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087			
<b>Schedule #1—General Information</b>				
<b>Part 1: Applicant Information</b>				
Organization name	County-District #			Amendment #
New Boston ISD	019905			
Vendor ID #	ESC Region #			
75602134	8			
Mailing address	City	State	ZIP Code	
201 Rice Street	New Boston	TX	75570	
<b>Primary Contact</b>				
First name	M.I.	Last name	Title	
Carol	K.	Cordray	Director of State and Federal Programs	
Telephone #	Email address		FAX #	
903-628-2521	kcordray@nbschools.net		903-628-8990	
<b>Secondary Contact</b>				
First name	M.I.	Last name	Title	
Jackie		Barnwell	Business Manager	
Telephone #	Email address		FAX #	
903-628-8998	jbarnwell@nbschools.net		903-628-8990	
<b>Part 2: Certification and Incorporation</b>				

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

**Authorized Official:**

First name Rose Mary	M.I. Neshyba	Last name Neshyba	Title Superintendent
Telephone # 903-628-8999	Email address rneshyba@nbschools.net		FAX # 903-628-8990

Signature (blue ink preferred)



Date signed

2/4/2018  
2/4/2018

*Only the legally responsible party may sign this application.*

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On this date:

\_\_\_\_\_  
By TEA staff person:

**Schedule #1—General Information**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 3: Schedules Required for New or Amended Applications**

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	See Important Note For Competitive Grants*	<input type="checkbox"/>
9	Supplies and Materials (6300)		<input type="checkbox"/>
10	Other Operating Costs (6400)		<input type="checkbox"/>
11	Capital Outlay (6600)		<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**\*IMPORTANT NOTE FOR COMPETITIVE GRANTS:** Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, **the application will be disqualified.**

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 1: Required Attachments**

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

**Part 2: Acceptance and Compliance**

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

**Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.**

X	Acceptance and Compliance
x	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
x	I certify my acceptance of and compliance with the program guidelines for this grant.
x	I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements.
x	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements.

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**Schedule #2—Required Attachments and Provisions and Assurances**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 3: Program-Specific Provisions and Assurances**

x I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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**Schedule #4—Request for Amendment**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 1: Submitting an Amendment**

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail **or** by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Grants Administration Division, Texas Education Agency, 1701 N. Congress Ave., Austin, TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-9564.

The last day to submit an amendment to TEA is listed on the [TEA Grant Opportunities](#) page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

**Part 2: When an Amendment Is Required**

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend the Application" guidance posted in the Amendment Submission Guidance section of the Grants Administration Division [Administering a Grant](#) page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

**Part 3: Revised Budget**

			A	B	C	D
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
1.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
2.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
3.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
4.	Schedule #11: Capital Outlay	6600	\$	\$	\$	\$
5.	Total direct costs:		\$	\$	\$	\$
6.	Indirect cost ( %):		\$	\$	\$	\$
7.	Total costs:		\$	\$	\$	\$

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**Schedule #4—Request for Amendment (cont.)**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 4: Amendment Justification**

Line #	Schedule # Being Amended	Description of Change	Reason for Change
1.			
2.			
3.			
4.			
5.			
6.			

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7.			
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On this date: \_\_\_\_\_  
By TEA staff person: \_\_\_\_\_



**Schedule #5—Program Executive Summary**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Crestview Elementary School  
New Boston High School

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

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All students and parents of students in New Boston ISD sign an Acceptable Use Policy prior to using any technology resources. This is available on the first day of school in each campus Student Handbook. However, those students and parents involved in the Technology Lending Grant project will sign a different agreement that acknowledges the responsibility incurred upon taking a device home.

The New Boston ISD Technology Lending Grant is designed to serve two distinct needs on two different campuses, Crestview Elementary School and New Boston High School. Crestview will purchase 30 ipads, 30 cases, 30 Apple Care licenses, and 30 Kajeet hotspots with data service for 10 months. New Boston High School will purchase 40 Chromebooks, 40 Kajeet hotspots (with 10 month data plans), and 40 Google Management systems.

At Crestview, students will begin the 2018-19 school year by taking a diagnostic reading assessment. Using this information as well as past STAAR performance, and teacher recommendation, a list of at risk students will be generated. Also, students will be surveyed to identify those who do not have internet access at home, and those identified will be given priority access to the equipment provided by the grant. Administrators and teachers will then meet with the student(s) and parent(s) to discuss expectations and responsibilities of the student while in possession of the ipad and Kajeet hotspot. The student will be assigned logins to programs that best meet the individual academic needs, and a certain number of minutes spent engaging in the prescribed program(s) will be expected weekly. The amount of time spent in each program will then be logged by the librarian each week. Then, a copy will be provided to the principal and Instructional Specialist for Elementary for review. When the data is not representative of the expectations that were set, parent contact will be initiated. If this trend continues, the parent will be asked to return the ipad and Kajeet hotspot so that another student on the list can utilize the resources. Students who are actively engaging with the software on a weekly basis, however, will be allowed to keep the resources throughout the year. Progress will be shared with parents and students each six weeks and the devices will be insured against loss, theft or breakage.

At New Boston High School, a list of students without internet access at home will be generated through an online survey. This list will be maintained by the librarian, and these students will be given priority access to a Chromebook and a Kajeet Hotspot. NBHS students will be allowed to check out the resources on an as needed basis. Currently, the high school students have Chromebooks issued to them. However, for students without internet service at home, that proves to greatly limit what they can do once they are at home. Therefore, with the bundle of resources they can check out as needed, they can access Google Classroom to complete classwork, or other software available for intervention. Most teachers at the high school utilize this platform for classroom organization already; so this would serve to extend the classroom reach for those students with no internet at home. Data will be pulled from the Kajeet devices on a weekly basis and then reviewed by the principal and Instructional Specialist for Secondary Education. If the students who have the device bundles are not utilizing the resources, then they will be asked to return them to NBHS so that another student may benefit from the resources. Each device will be insured against loss, theft or breakage.

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<b>Schedule #6—Program Budget Summary</b>					
County-district number or vendor ID: 019905			Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 <sup>th</sup> Texas Legislature; Texas Education Code Section, 32.301					
Grant period: May 1, 2018, to August 31, 2019			Fund code: 410		
<b>Budget Summary</b>					
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$	\$	\$
Schedule #9	Supplies and Materials (6300)	6300	49,858.20		49,858.20
Schedule #10	Other Operating Costs (6400)	6400	\$	\$ 0.00	\$
Schedule #11	Capital Outlay (6600)	6600	\$	\$	\$
Total direct costs:			\$	\$	\$
Percentage% <u>indirect costs</u> (see note):			N/A	\$	\$
Grand total of budgeted costs (add all entries in each column):			\$ 49,858.20	\$	49,858.20
<b>Administrative Cost Calculation</b>					
Enter the total grant amount requested:					\$ 49,858.20
Percentage limit on administrative costs established for the program (15%):					× .15
Multiply and round down to the nearest whole dollar. Enter the result.					\$
This is the maximum amount allowable for administrative costs, including indirect costs:					\$

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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<b>Schedule #8—Professional and Contracted Services (6200)</b>		
County-district number or vendor ID:		Amendment # (for amendments only):
<b>NOTE:</b> Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.		
<b>Professional and Contracted Services</b>		
#	Description of Service and Purpose	Grant Amount Budgeted
2		
3		
4		\$
5		
6		
7		
8		
9		\$
10		\$
11		\$
12		\$
13		\$
14		\$
<b>a. Subtotal of professional and contracted services:</b>		\$
<b>b. Remaining 6200—Professional and contracted services that do not require specific approval:</b>		\$
<b>(Sum of lines a and b) Grand total</b>		\$

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #9—Supplies and Materials (6300)		
County-District Number or Vendor ID: 019905		Amendment number (for amendments only):
Supplies and Materials Requiring Specific Approval		
		<b>Grant Amount Budgeted</b>
6300	Total supplies and materials that do not require specific approval:	\$ 49,858.20
<b>Grand total:</b>		<b>\$ 49,858.20</b>

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #10—Other Operating Costs (6400)		
County-District Number or Vendor ID: 019905		Amendment number (for amendments only):
Expense Item Description		Grant Amount Budgeted
6400	Operating costs that do not require specific approval:	\$
Grand total:		\$

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #11—Capital Outlay (6600)				
County-District Number or Vendor ID:			Amendment number (for amendments only):	
#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
<b>66XX—Computing Devices, capitalized</b>				
1				
2				
3				
4			\$	\$
5			\$	\$
6			\$	\$
7			\$	\$
8			\$	\$
9			\$	\$
10			\$	\$
<b>66XX—Software, capitalized</b>				
11			\$	\$
12			\$	\$
13			\$	\$
14			\$	\$
15			\$	\$
16			\$	\$
17			\$	\$
<b>66XX—Equipment, furniture, or vehicles</b>				
18			\$	\$
19			\$	\$
20			\$	\$
21			\$	\$
22			\$	\$
23			\$	\$
24			\$	\$
25			\$	\$
26			\$	\$
27			\$	\$
<b>Grand total:</b>				<b>\$</b>

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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**Schedule #12—Demographics and Participants to Be Served with Grant Funds**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 1: Student Demographics of Population To Be Served With Grant Funds.** Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.

Student Category	Student Number	Student Percentage	Comment
Economically disadvantaged	423	63%	Crestview Elementary School = 77.49% Economically Disadvantaged; NBHS = 52.72% Economically Disadvantaged
Limited English proficient (LEP)	9	1%	
Disciplinary placements	58	25 %	
Attendance rate	NA	%	
Annual dropout rate (Gr 9-12)	NA	%	

**Part 2: Students To Be Served With Grant Funds.** Enter the number of students in each grade, by type of school, projected to be served under the grant program.

<b>School Type:</b>	<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Open-Enrollment Charter	<input type="checkbox"/> Private Nonprofit	<input type="checkbox"/> Private For Profit	<input type="checkbox"/> Public Institution
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Students														
PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
				84	82	99				93	110	78	104	467

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**Crestview Elementary School**

Crestview Elementary School was chosen based on the need to provide intervention to students to bring them to grade level achievement as measured by their STAAR scores in reading and math. According to the 2016-17 Texas Academic Performance Report, the scores for New Boston ISD students in grades 3-5 have declined in reading and math and are below the performance of both students in the state and region when compared to these groups. However, Crestview has several targeted and individualized intervention programs that students can utilize to close their achievement deficiencies. The challenge for teachers and administrators is fitting all content and intervention in within the regular school day. Therefore, through targeting specific students with online programs that meet their individual needs, the gaps will be reduced and the students' performance on STAAR will ultimately be affected.

Crestview was also chosen due to the number of students who do not have access to internet enabled devices or internet at home. A student survey revealed that 28 students do not currently have internet connectivity in their homes and 16 students have no internet capable devices at home. Therefore, there is a definite need to provide both the device and the service in order to extend learning to the home environment.

**New Boston High School**

New Boston High School was chosen based on the need for increased internet connectivity and devices for those who cannot afford either. Many students have devices at the high school; yet when surveyed, 4 do not own any and 4 others only have one device at home (which might be a parent's device). Only one-fourth of the student population have completed the survey at this point. Therefore, the 13 students with no internet connectivity at home and the small number of students with no device would be much higher if considering all students responses. So, there is also a definite need for both devices and connectivity at the high school, too.

Many teachers at the high school utilize Google Classroom for classroom management and to push out assignments to students. Therefore, without a dedicated device or internet connectivity at home, a student would not be able to complete expected assignments in an equitable or timely manner as would other students who have these resources at home. This might discourage some students participation in extracurricular activities due to the absences they would incur as a result. New Boston High School also has online intervention programs that can be utilized by students with internet access. Yet, those who are without internet cannot take advantage of these resources.

**Schedule #13—Needs Assessment (cont.)****For TEA Use Only**

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On this date:

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By TEA staff person:

County-district number or vendor ID: 019905		Amendment # (for amendments only):
<b>Part 2: Alignment with Grant Goals and Objectives.</b> List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.		
#	Identified Need	How Implemented Grant Program Would Address
1.	53% Crestview students read below grade level.	The grant will provide internet access and devices to students who are most at risk of reading failure in order to utilize istation reading and other online resources to more effectively close the achievement gap with their peers.
2.	17% of Crestview students lack internet access at home and 20 students have access to 0-1 devices at home. (This is with $\frac{2}{3}$ students surveyed; so the statistics could be higher.)	The program would provide 30 devices bundled with 30 Kajeet hotspots so that those students who are struggling academically but do not have access to internet would be provided the opportunity to enjoy intervention programs from home and thus extending the reach of the school.
3.	Approximately 40 NBHS students have not passed an English 1 or English 2 EOC and 10% of students lack internet connectivity	The grant would provide 40 Chromebooks and hotspots for students without internet connectivity at home. This would allow them to utilize the online intervention software to remediate skills not yet mastered. This would be guided by data from previous STAAR EOC attempts.
4.	STAAR Scores for 3rd-5th graders declined in 5 of 8 tested subject areas.	The program at Crestview would serve students who lack grade level skills in core subject areas, pairing each student with online resources that target the deficiencies. Also, the continual flow of communication between parent, school and student will encourage growth and adjust the program to fit needs throughout the year.

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**Schedule #14—Management Plan**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 1: Staff Qualifications.** List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1	Principals	Masters degree in Educational Administration
2	Technology Department	Experience in setting up technology and providing service and training for teachers in how to guide students through optimal set up and use of ipads and computers.
3	Librarians	Masters degree in library science; aide certification
4	Instructional Specialists	Masters degree in Curriculum and Instruction or related area; experience with data analysis and effective learning strategies; knowledge of online intervention and classroom instruction resources
5		

**Part 2: Milestones and Timeline.** Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1	Publicize the grant resources that will be purchased	1. Announce on Facebook, Instagram and district website	05/15/2018	08/30/2018
		2. At Meet the Teacher, discuss the grant with parents	08/15/2018	08/15/2018
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
2	Identify students who will be prioritized for serving through grant resources	1. Survey Crestview parents/ at Meet the Teacher and New Boston High School students at schedule pickup to determine internet connectivity	08/05/2018	08/30/2018
		2. Conduct diagnostic test and/or create a list of students who have not passed STAAR tests	08/16/2018	08/30/2018
		3. Contact parents of students on the list (Crestview) and set up meetings to discuss expectations and responsibilities	08/30/2018	10/15/2018
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
3	Order, set up and check out devices.	1. Order and set up devices for each campus.	09/01/2018	09/30/2018
		2. Begin checking out devices to parents and students	09/30/2018	10/15/2018
		3. Monitor Kajeet and program data weekly	09/30/2018	05/24/2019
		4. Evaluate overall program effectiveness	05/24/2019	05/30/2019
		5. Plan for continued implementation.	05/30/2019	08/01/2019

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By TEA staff person:

**Schedule #14—Management Plan (cont.)**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**Part 3: Feedback and Continuous Improvement.** Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Each level of the organization maintains a focus on continuous improvement. At both the district and campus level, a needs assessment is conducted which drives the campus/district improvement planning process. This may include campus data, parent/teacher/student surveys, and conversations with/observations by those involved at each level. These determine the focus goals for the following year. This is presented to both the site based decision making committee and the board of trustees. At the end of the year, the results are examined by the site based committee and recommendations made for continuous improvement.

Administrators set goals with the superintendent and teachers likewise set goals with their principal using the TPESS and TTESS rubrics for evaluation. Both of these programs are focused on continuous improvement, comparing where they are currently with where they would like to set a goal to be. Regular conversations about goal progress occur throughout the year through classroom walkthroughs, email and meetings with the supervisors.

Students and teachers/counselors set goals based on diagnostic assessments and/or previous performance on state and local assessments. As goals are reached, different types of rewards are in place to celebrate successes. This year Crestview is implementing Franklin Covey's Leader in Me program which teaches students how to Begin with the End in Mind. This habit is tied to goal setting throughout the year.

**Part 4: Sustainability and Commitment.** Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

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#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Print and analyze Kajeet data	1.	Extended learning opportunities monitored; provides time on task and which tasks completed
		2.	
		3.	
2.	Crestview - monitor program data	1.	Students diagnostic scores are increasing in specified program
		2.	Students are becoming more successful on grade level work in class - grades
		3.	
3.	Monitor check out data weekly	1.	Students utilizing the resources provided
		2.	The students checking out resources are more prepared for and becoming more successful in class and on state assessments
		3.	
4.	Monitor online resource data for high school students	1.	Student progress in the program assigned
		2.	
		3.	
5.	Contact parents to report successes and address concerns	1.	Positive feedback from parents about child's feelings of accomplishment
		2.	Adjustment of intervention based on data
		3.	

**Part 2: Data Collection and Problem Correction.** Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

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By TEA staff person:

Data will be collected and reviewed on a weekly basis to include intervention resources, check out logs, and Kajeet reports. 30 students at Crestview and 40 students at the high school will be consistently served. These students may change as the project moves forward based on attendance data and program usage data.

Problems will be spotted quickly due to weekly monitoring. If the problem is due to lack of use of the resources, administrators will make a parent phone call to check in on the student and remind the parent of the signed agreement and expectations. If the problem persists, then another phone call will be made to ask that the device be returned so another student may use the resources. Any problem with technology set up or usage will be addressed by the NBISD Technology Director.

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By TEA staff person:

Student surveys conducted by NBISD indicate that roughly 1 in 5 students do not have internet access at home. Our goal is to close the gap in home internet access for these students.

While we do not currently provide the tools for internet access to our students at home, we do incorporate a 1/1 device program at our high school through a Chromebook rental program. We will close the gap by issuing a Kajeet hotspot and Chromebook pairing to the students who do not have access to the internet at home.

Our Crestview campus technology consist of devices used in the classroom only. Through packaging iPads and Kajeet hotspots, we aim to improve test scores for our at risk students. We currently use a portion of IMA funds and instructional budgets to support the purchase of technology devices for in school use.

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By TEA staff person:

Two of the four goals stated in the District Improvement Plan for New Boston ISD align with the aim of the grant. The first states that all students will achieve their full educational potential and the second refers to the technology program stating that all students, teachers and administrators will have access to technological tools that enhance instruction and improve student achievement. Therefore, the goals we have set forth for the Technology Lending Grant extend our reach as a district to make access to technology more equitable and thus the improvement for students more attainable.

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Research from the Federal Communications Commission has determined that 7 out of 10 teachers assign homework that requires high-speed Internet access, while in some areas, only 1 in 3 students can access the internet at home.

Through this grant, NBISD plans to close that gap and provide internet access to student residences through a combination of Kajeet hotspots paired with Apple iPads for our Crestview campus and Kajeet hotspots paired with Google Chromebooks at our high school campus.

Entrance to this program will be limited to at risk students who do not currently have internet access in their primary place of residence. Our staff of Instructional Specialists will monitor student usage and improvement within the program, allowing us to tailor learning plans for them individually.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**TEA Program Requirement 3:** Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

At New Boston High School, students utilize online textbooks and homework assignments are given. These assignments are graded. Currently if students do not have internet access, they come in early or stay late to get it completed. The social studies department requires students to research the concepts begin studied and prepare a presentation for their class about different topics. In English Language Arts and science classes, students must do research to go along with projects or complete writing assignments which both require internet usage.

Crestview Elementary has several online programs that provide both remediation and intervention and can be accessed from home. Yet, the lack of devices and internet access restrains at least 10% of the students from taking advantage of these resources.

**TEA Program Requirement 4:** Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

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By TEA staff person:

At both campuses, all classrooms have Smart Boards. Therefore, teachers utilize such resources as Khan Academy, istation, and Study Island to enhance their lessons. There are also many interactive resources that accompany online textbooks that a hardback textbook does not provide. Teachers engage students through use of available video to introduce concepts. Then, given internet access at home, students may revisit concepts and content as needed for reinforcement.

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By TEA staff person:

NBISD's Technology Department will provide 1st and 2nd level support for all devices purchased through this grant. Our team consists of two full time staff members and one half time staff member.

Our responsibilities will include initial configuration and testing of the devices, along with enrolling the devices into our management software. We will also provide troubleshooting and break/fix services for the devices. The purchase of these devices will include warranty for the duration of the grant. Should any device need to be sent in for warranty repair or replacement, our staff will create the request and provide follow up until the device is back in proper working condition.

Additionally, our team will provide training for any campus staff members involved in the distribution or management of this program. We will use an asset management program to tag and track each device. We will use our library automation system to manage the check-in/check-out procedure for each student enrolled in the program.

Each campus has been assigned an Instructional Specialist who will use the Kajeet management dashboard, to provide usage reporting, annual health check, time of day access controls, and ensure CIPA compliance for each device.

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**Schedule #17—Responses to TEA Program Requirements (cont.)**

County-district number or vendor ID: 019905

Amendment # (for amendments only):

**TEA Program Requirement 6:** Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

NBISD will use a combination of current resources, and those purchased through the grant to maintain a well organized program.

Our district librarian and library aides will use the district library automation software to oversee the check-out and check-in process for those students who are enrolled in the program. The library staff will inspect equipment upon check-out and check-in to determine the working condition of the devices. Any issues that need to be addressed will be entered into the Technology Department ticketing system for repair.

The Instructional Specialists will be responsible for determining which students are eligible to be enrolled in the program and which students receive priority in cases of competing need.

**TEA Program Requirement 7:** Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

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By TEA staff person:

In keeping with district policy, each device will be given an asset tag and entered into our asset management program. They will then be entered into the district library automation software and assigned to their campus location.

In the event a device becomes lost or stolen, the district has many tools at its disposal, including the following:

- The Kajeet hotspot devices can be suspended if lost or stolen by calling Kajeet customer service.
- The chromebooks will be managed through a combination of Google Admin Console and GoGuardian management software. If lost or stolen the chromebooks will be placed in the Stolen Device Organizational Unit of the Google Admin Console and GoGuardian will begin tracking the device and alert the technology department when it comes online. GoGuardian will give us IP address location and screenshots of activity. Access to the device will then be restricted until turned back into the school.
- Apple iPad devices come with a find my iPad service that will be turned on before we issue the device and can only be turned off by entering the iCloud password of the school managed iCloud account.

Each device will be covered under our district insurance policy.

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